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ABSTRACT

In the spring of 1980, the State of Wisconsin Division for Library Services conducted a survey to determine the level of children's services offered by public libraries throughout the state. Questionnaires were sent to the 435 public library units in the state offering library services, and 363 of these responded to the survey. Cross tabulations were made of the locality populations of the responding libraries, with such factors as library staff size, and level of budget allocations for children's services. Survey data were analyzed to determine the effect of administrative policies and procedures, library budgets, hours of library service, acquisitions practices, library staffing, and physical facilities on these services. Children's services in Wisconsin public libraries were shown to be strong in the areas of informational requests, materials access, summer programming, and continuing education for staff, but weak in the areas of management, administration, and collection development. Data are presented in 11 summary tables and five figures. Accompanying the text are a chronology of survey activities, a roster of the survey planning committee, a bibliography, and a copy of the questionnaire and its cover letter. (JL)

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ED212259

A Report of the First Statewide Survey Of Children's Services In Public Libraries Of Wisconsin

1981

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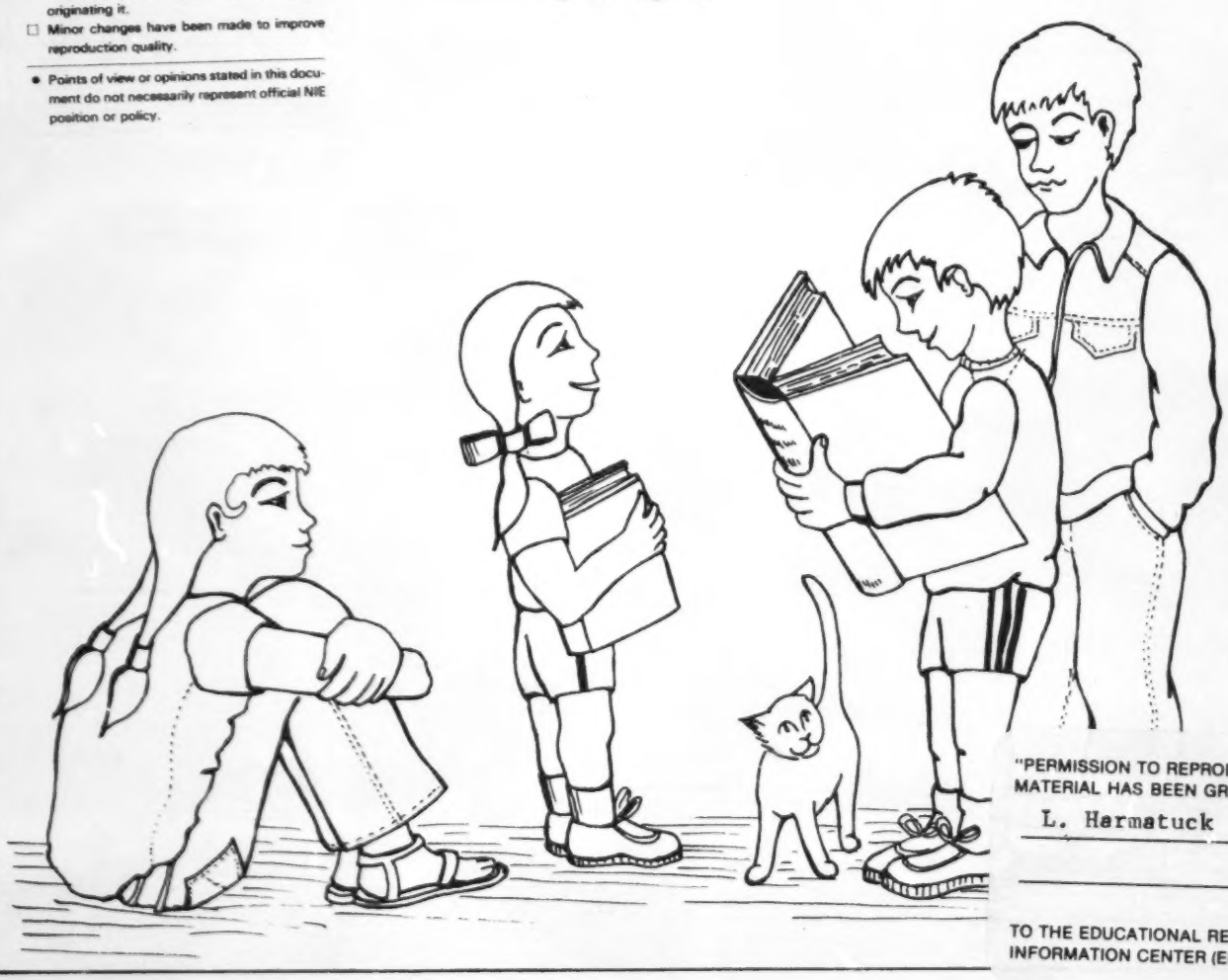

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ADMINISTRATION OF SURVEY BY UNIVERSITY
OF WISCONSIN - EXTENSION SURVEY RESEARCH LABORATORY

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SURVEY OF CHILDREN'S SERVICES IN PUBLIC LIBRARIES OF WISCONSIN

Background

On August 4-5, 1979, an intensive Contemplation of Children's Services in Public Libraries of Wisconsin was held by the Division for Library Services (state library agency) of the Department of Public Instruction at the Yahara Center, Madison. Twelve of fifteen public library systems sent official delegates, as did three non-system libraries. Seven delegates-at-large, three consultants, and six members of the Division Staff also attended. The group was geographically representative and included delegates from all public library categories defined on p. viii of the WISCONSIN PUBLIC LIBRARY SYSTEM STANDARDS, 1974, except for Library Service Outlet, "an additional public library unit, either mobile or stationary, organized within the system between the very small communities or neighborhoods and the headquarters library".

All delegates were provided with working papers a month before the Contemplation and asked to poll member libraries of public library systems accordingly. A 133-page Report of the Contemplation including an overview, statistical and narrative evaluations of the event, tabulation of responses to working papers, Contemplation consequences through August, 1980, and statistical profiles of libraries represented is available from the Division at $2.00 per copy with accompanying payment addressed to DPI Publication Sales, Room 21, Plaza, GEF 3, 125 South Webster Street, P.O. Box 7841, Madison, WI 53707 (608-266-2188).

The Contemplation ended with consensus that a statewide survey of the status of children's services in public libraries of Wisconsin should be undertaken. Accordingly, Administrator W. Lyle Eberhart, Division for Library Services, announced on September 20, 1979, the appointment of a Children's Services Survey Planning Committee with membership as listed on pages 7 and 8.

CHRONOLOGY

August 4-5, 1979: Contemplation of Children's Services, Yahara Center, Madison

September 20, 1979: Announcement of appointments to Children's Services Survey Planning Committee.

October 22, 1979: First meeting of Committee, Janesville Public Library

February 8, 1980: Committee meeting by telephone conference call to react to draft of proposed survey instrument and to consider bids for conduct of survey; acceptance of proposal submitted by University of Wisconsin Extension Survey Research Laboratory recommended by a vote of 8 to 4.

April/May, 1980: Survey questionnaires mailed to all public libraries listed in 1978 Wisconsin Library Service Record, including branch libraries.

Summer, 1980: Reminder letter sent to non-respondents by Survey Research Laboratory.

August 27, 1980: Cut-off date for accepting completed questionnaires; 85% return.

September, 1980: Computer printouts of Survey results distributed to Division and Committee members.

November 21, 1980 Committee meeting for initial discussion of results, McMillan Memorial Library, Wisconsin Rapids.

January 23, 1981: Meeting of Elsmo, Norris, Kreigh, Drew, and Sharp at Survey Research Laboratory to clarify procedures for analyzing and reporting data.

January 29, 1981: Progress report made to Wisconsin Council on Library and Network Development.

February 23, 1981: Final Committee meeting (as a body); tentative report outline formulated, Cooperative Children's Book Center.

April 24, 1981: Mary Adams, Director, LaCrosse County Library Service and Member, Children's Services Survey Planning Committee commissioned to write first draft of report.

May, 1981: Distribution to Committee Members and selected others of first draft of report for critical reaction by June 15, 1981.

July, 1981: Publication of report and distribution to delegates to Contemplation Reprise.

August 26-27, 1981: Contemplation Reprise to receive and consider Children's Services Survey Report and its ramifications.

State of Wisconsin DEPARTMENT OF PUBLIC INSTRUCTION

Barbara Thompson, Ph.D.
State Superintendent

Dwight M. Stevens, Ph.D.
Deputy State Superintendent

DIVISION FOR LIBRARY SERVICES
W. Lyle Eberhart, Assistant Superintendent
125 S. Webster Street
Madison, Wisconsin 53702

September, 1979

WISCONSIN CHILDREN'S SERVICES SURVEY PLANNING COMMITTEE

Charge to the Committee:

To draw up, by March 1, 1980, a recommended survey instrument which, when tabulated and reported to the Wisconsin library community, would

a) provide an accountable basis for proposing improvements in public library children's services at the local, system, and state levels;

b) provide a statistical basis for constructive comparison of children's services in libraries of comparable size, looking towards exchange of successful ideas and formulation of a "Children's Services Addendum" to the Wisconsin Public Library System Standards, 1974; and,

c) provide statistical rationale--percentage of total public library circulation and attendance generated by children's services--as one factor to be considered in the allocation of Library Services and Construction Act annual grants.

HK/mkg

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ROSTER

WISCONSIN CHILDREN'S SERVICES SURVEY PLANNING COMMITTEE
(Appointed as of September, 1979, by the Division for Library Services)

Co-Chairpersons:

NANCY ELSMO, Coordinator, Children's Services, Racine Public Library, 75 7th Street, Racine, WI 53403, (414) 636-9245. Representing Library and Racine County Library System. Former Chairperson, WLA Children's and Young Adult Services Section.

CATHERINE NORRIS, Children's Librarian, Janesville Public Library, 316 S. Main Street, Janesville, WI 53545, (608) 752-8934. Representing Library and Arrowhead Library System. Former Chairperson, WLA Children's and Young Adult Services Section.

Members:

MARY ADAMS, Director, La Crosse County Library, County Courthouse, La Crosse, WI 54601, (608) 785-9635. Representing County Library, County Library Service, and Winding Rivers Library System.

**MARY ELIZABETH LEDLIE, Coordinator of Youth Services, The Milwaukee Public Library System, 814 W. Wisconsin Avenue, Milwaukee, WI 53233, (414) 278-3078. Representing Library and Milwaukee Federated Library System. Former Chairperson, ALA Newbery-Caldecott Committee and President, ALA Children's Services Division (now ALSC).

CURT LEMAY, Director, T.B. Scott Free Library, Merrill, WI 54452, (715) 536-7191. Formerly Coordinator, Children's Services, Marathon County Public Library. Representing County Library and Wisconsin Valley Library Service. Secretary and Chairman, WLA Children's and Young Adult Services Section.

HELEN MABREY, Children's Librarian, L.E. Phillips Memorial Public Library, 400 Eau Claire Street, Eau Claire, WI 54701, (715) 839-5007. Representing Library and Indianhead Library System. Former Chairperson, WLA Children's and Young Adult Services Section.

** Replaced upon her retirement, April, 1980, by her successor, JANE BOTHAM.

MIRIAM MARINI, Children's Librarian, Baraboo Public Library, 230 4th Avenue, Baraboo, WI 53913, (608) 356-6166. Representing Library and South Central Library System.

KATHLEEN MITCHELL, Children's Librarian, Clintonville Public Library, 95 S. Main Street, Clintonville, WI 54929, (715) 823-4563. Representing Library and Outagamie-Waupaca Counties Library System.

HOLLY SANHUBER, Children's Librarian, Muskego Public Library, W 182 S 8200 Racine Avenue, Muskego, WI 53150, (414) 679-1220. Representing Library and Non-System Counties in Southeastern Wisconsin.

KRIS ADAMS WENDT, Children's Librarian, Rhinelander Public Library, 106 N. Stevens Street, Rhinelander, WI 54501, (715) 369-1070. Representing Library, Wisconsin Valley Library Service, and northernmost city of the state represented at August 4-5, 1979, Contemplation of Children's Services. Recent appointee to Wisconsin LSCA (Library Services and Construction Act) Advisory Committee.

Consultants:

ELIZABETH BURR, 302 S. Owen Drive, Madison, WI 53705, (608) 233-4580. Former Public Library Consultant, Children's and Young Adult Services, Division for Library Services, Wisconsin Department of Public Instruction. First person to receive Wisconsin Library Association "Librarian of the Year" award. Representing Friends of the CCBC.

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HELEN KREIGH, Public Library Consultant, Children's and Young Adult Services, Division for Library Services, Madison Department of Public Instruction, GEF 3, 125 S. Webster Street, P.O. Box 7841, Madison, WI 53707, (608) 266-3856. Representing the Division for Library Services, Wisconsin Department of Public Instruction.

Analysis of Data

The 1970's were a decade of accountability studies and challenges, and the 1980's promise even greater demands on libraries to justify their programs and budgets. At the 1979 Yahara Contemplation of Wisconsin Children's Services, participants strongly recommended an immediate status survey of public library services to children to provide a basis for planning in the 1980's. Speaker Dr. Mary Kingsbury urged Wisconsin children's librarians to move from an intuitive basis for librarianship to a factual one. With the Yahara Contemplation as an impetus, a committee was appointed to design, administer, and evaluate a statewide survey that would provide such a basis.

The two day conference at the Yahara Center in August, 1979 was the stimulus for the committee to determine what, if any, children's services were offered in Wisconsin libraries. The results of this survey will be the basis for planning future statewide goals for children's librarians and for the Division for Library Services. Its findings will be the baseline for future comparison. In recent years, there has been no statewide recording of services offered by libraries to children, annual reports for public libraries since 1972 having asked only for total circulation, total budget expenditures, and total personnel. This survey combined with data collected from future revised annual state report forms will give Division personnel and individual librarians notice of progress toward stated goals. Those goals too can be developed and refined from the results of in-depth analysis of the survey report and comparison with data in subsequent annual reports.

At the Yahara Center, certain hypotheses were put forward, such as: public libraries in Wisconsin do not meet the 1974 Wisconsin Public Library System Standards for serving children, children's librarians are not involved in

library policy making, and children's areas do not allow free access to handicapped children. Certain images of what a children's librarian should do suggested other hypotheses: there are no written policy and procedural statements for the children's departments, there are no definite schedules for weeding and re-examining books, and children's librarians are not involved in continuing education. The general need to know created the remaining questions such as is there a separate circulation desk for the children's area, what types of materials are circulated from the children's area, and where are young adult materials shelved.

In spring, 1980, four hundred thirty-five questionnaires were sent to all public library units giving library services, including branches and Library Service Outlets, as listed in the 1978 Wisconsin Library Service Record. Data reported is for 1979 except for population statistics.

Three hundred sixty-three libraries responded to the survey. As shown in Table 1, page 12, and Figure 1, page 13, 48 percent of the responding libraries are located in communities of less than 2,500 population, and a total of 69 percent of responses, more than two-thirds, were from libraries whose community population is less than 10,000 thus reflecting the overall population distribution in the state. The total number of responding libraries is larger than the number reported in the Wisconsin Library Service Record as branch libraries were included. The majority of the respondents, 65 percent, indicated they were the head of their library. Another 14 percent said they were children's librarians, 4 percent were branch personnel, and 17 percent listed titles such as Librarian II, Management Librarian, etc.

Cross tabulation of the locality populations of responding libraries with various other factors measured by the Survey indicated the following statistically significant relationships:

1. A majority of libraries in communities under 2,000 -- 154; 42 percent of total respondents -- are open less than twenty-four hours a week.
2. Small libraries have no staff, either full or part time, assigned to the children's department in far more instances than is the case for larger ones.
3. Ninety-five percent of responding libraries in localities having less than 10,000 population have no professional -- that is, master-degreed personnel assigned to serve children. A breaking point in this regard apparently occurs in libraries located in communities having a population of 10,000 or more, which, in Wisconsin, is only twelve percent of the total, not counting 80 branch libraries whose locality populations are undeterminable. (See pages 61 and 62 of the 1979 Wisconsin Library Service Record for a list of branch libraries and service outlets, most of which exist in conjunction with large community or headquarters libraries.)
4. In Wisconsin, the larger the library locality, the smaller the percent of total budget allocated for children's services: smaller libraries use a larger percent of total funds for children's services.
5. For the most part, only libraries located in communities over 30,000 -- twenty, 6 percent of all respondents -- have a separate budget for children's services.
6. Large libraries and branches are more likely to prepare a separate annual report of children's services.

(Computer printout verification for statistical validity of the above statements is available for examination upon request to the Division for Library Services, Wisconsin Department of Public Instruction.)

TABLE 1

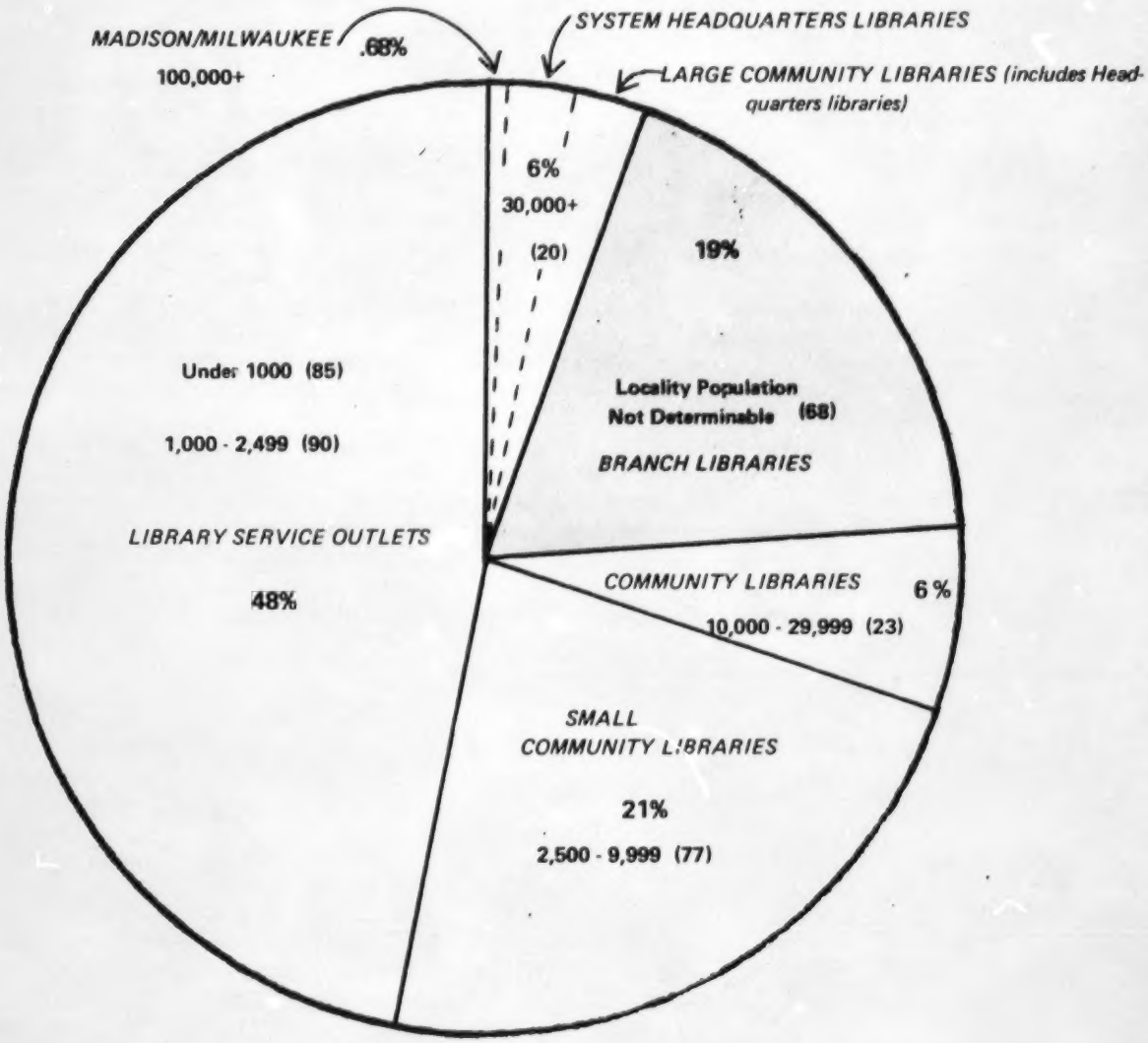
Respondent Libraries by Community Size

Population	All Libraries	Responding Libraries	Responding Libraries Percent of Total
Library Service Outlet			
Under 999	107	85	23%
1,000 - 1,999	86	69	19
2,000 - 2,499	23	21	6
Small Community Library			
2,500 - 9,999	83	77	21
Community Library			
10,000 - 29,999	24	23	6
Large Community Library			
30,000 and over	20	20	6
Branch Libraries*	80	68	19
Other*	12	—	—
Total Respondents		363	100%
Total Possible Respondents	435		

* = Population undeterminable

Figure 1.

POPULATION DISTRIBUTION OF RESPONDENTS' LIBRARY LOCALITIES



"In Wisconsin, Small is Big!"

NOTE: See back of page for definition of library categories according to Wisconsin Public Library System Standards, 1974.

DEFINITION OF CATEGORIES OF WISCONSIN PUBLIC LIBRARIES
AS CITED IN
WISCONSIN PUBLIC LIBRARY SYSTEM STANDARDS
1974

Items (1) through (4) below are taken from the Standards. Item 5, in each case, is a "guesstimate" based on the current inflated United States economy.

PUBLIC LIBRARY HEADQUARTERS OR RESOURCE LIBRARY: Must be located in a city of at least 30,000 population and designated to provide administration of and resources for system or be a combination of separate administrative headquarters plus a public library in a city of at least 30,000 under contract to serve as a system resource library.

LARGE COMMUNITY LIBRARY: (1) Site location having 30,000 population or more; (2) Open at least 69 hours per week; (3) Currently useful book collection of at least two volumes per capita or 100,000, whichever is greater, with at least one volume for every six persons added annually; 25 percent of annual acquisitions to be children's books; AV materials to meet demand; (4) Headed by professional librarians with additional staff as needed; and (5) $400,000 minimum annual income.

COMMUNITY LIBRARY: (1) Site location having population range of 10,000-29,999; (2) Open at least 56 hours per week; (3) Currently useful book collection of at least two volumes per person served or 30,000, whichever is greater, with at least one volume for every six persons added annually; approximately 25 percent of annual acquisitions to be children's books; AV materials to meet demand; (4) Headed by a professional librarian with additional staff as needed; and (5) $200,000 minimum annual income.

SMALL COMMUNITY LIBRARY: (1) Site location having population range of 2,500 - 9,999; (2) Open no less than 25 hours per week; (3) Currently useful book collection of at least two volumes per person served or 10,000, whichever is greater, with at least one volume for every six persons added annually; approximately 25 percent of annual acquistiions to be children's books; AV materials to meet demand; (4) Headed by person having library science training, at least Extension A-50 Course and additional full-time personnel as needed who are similarly trained; (5) $75,000 minimum annual income.

LIBRARY SERVICE OUTLET (STATIONARY): Operates within a public library system to provide link to small communities and neighborhoods having site location population of less than 2,499. (1) Open at least 12 hours per week; (2) Have paid personnel; (3) Be established as library service outlet; and (4) $30,000 minimum annual income.

ADMINISTRATION: POLICIES AND PROCEDURES

The libraries were asked which areas of library policy-making the children's services staff were involved in, either formally or informally. They answered:

% involved	Policy
48%	Goals and objectives
42	Budget
41	Evaluations
39	Personnel decision
2	Other

This may reflect the small libraries where a few staff members do everything and communicate freely with the director as well as the more formal input of a large library's staff meetings where a head of children's services presides.

Twenty-six percent of the libraries said their children's department made a separate annual report and 28 percent indicated they have written long range goals and objectives. When asked about written policy and procedure statements, the librarians reported:

Percent	Written Policy	Percent	Written Procedure
61%	written for entire library	54%	for entire library
4	separate for children's	6	separate
2	both of the above	4	both of the above
27	none	28	none

In terms of revising these policy and procedure statements, 23 percent of the librarians said policy statements were revised annually. Another 26 percent indicated they were revised at two to five year intervals. Procedural guideline revisions were similar, with 22 percent indicating annual revisions, 25 percent revising as needed, and six percent revising at two to five year intervals.

Eighty-two percent of the libraries responding to the survey said all or most of the materials in the library were available to children. Some of the respondents indicated that some library materials are available to children only via a pass from the children's department, or with an adult card issued with parental consent, or by written parental consent. When asked to list what types of books, if any, were not available to children, the response was diverse. Some libraries listed type of book with method for borrowing: librarian's discretion, judgment, parental consent--adult books; parental consent--sex-oriented books. Others described books according to age group--books beyond the child's reading level, depends on age of child, books marked "adult only." Still others listed specific types of material: sex-oriented books, sculpture, art prints, and sex-education books.

When the librarians were asked whether they issue a different card for children than for adults, 41 percent said yes, 39 percent indicated one card was issued to all patrons, and 17 percent did not issue any cards at all. Some libraries retain all children's cards at the circulation desk to decrease losses and cost of replacement. Table 2 shows that the majority of libraries issuing separate cards to children do so at or near the age a child enters school or learns to print, i.e., age five. The majority issue adult cards at age fourteen. Although there is a legal basis and incentive for waiting to issue an adult card until a young person reaches the age of majority, only five percent of the libraries do so.

TABLE 2

Registration Cards

Age Children's card issued	Percent libraries	Age adult card issued	Percent libraries
Birth to 4 years	8%	12 years or less	7%
5 years or print name	15	13 years	1
6 years	9	14 years	16
7 years	2	15 years	8
one card to all	39	16-17 years	3
no card issued	17	18 years	5
unascertained	10	one card to all	39
Total	100%	no card issued to children	17
Number of respondents	363	unascertained	4
		Total	100%
		Number of respondents	363

Table 3 shows some of the difference of opinion about when a child becomes a young adult and seems to contradict Table 2 by designating different upper limits to user age from that required for issuing cards. This makes better sense if one remembers that 56 percent of the responding libraries do not issue separate cards, but quite obviously designate user areas.

TABLE 3

Designated User Age Range for Children's Area

Range	Percent of Libraries
Eighth grade or less	44%
Sixth grade or less	33
Seventh grade or less	10
Ninth grade or more	3
No designated age	6
Not ascertained	1
Total	100%
Number of respondents	363

Another indication of the young adult dilemma is the answer to the question "Is there a separate collection for Young Adult materials, and if yes, where is it located?".

Percent of libraries	Answer
30%	No separate young adult collection
30	Yes, housed in adult area
13	Yes, housed in children's area
25	Yes, housed in a separate area

This may be a reflection of the physical size and layout of many of our libraries as well as the actual philosophical difference.

Children's materials are housed in a variety of ways. The majority of libraries, 61 percent, have them in a separate collection in a room with other materials. Thirty-nine percent of the respondents indicated the materials were separate collections in separate rooms. Only two percent said all children's materials were intershelved with adult materials, although eleven percent intershelved children's non-fiction with adult non-fiction. Another six percent indicated they shelved their books in some other fashion such as some children's non-fiction intershelved with some adult non-fiction. Since these percents total 119% we can conclude some libraries use at least two of the above methods of shelving.

When asked how children's information requests necessitating inter-library loan were handled, 92 percent of the respondents said they handled such requests in the same way adult's requests were handled. Considering the cost of inter-library loan, this finding suggests that Wisconsin librarians place a high value on their patrons' right to information regardless of age.

Questions concerning circulation policies and regulations for children elicited the information that 30 percent of the responding libraries limited the number of materials a child could borrow. Happily, this may mean that the other 70 percent have enough materials or enough confidence in their patrons that they do not find it necessary to limit a child's borrowing. Only 19 percent of respondents limit the number of materials adults may borrow.

The most popular loan period for materials circulated from children's areas was two weeks with four weeks being the second most popular loan period. The question about length of circulation periods, shown in Table 4, also showed that loan periods for adults are almost identical to those for children, varying by only one percent. Eighty-two percent of the respondents said they allowed children to renew their materials and 79 percent said they charged fines for overdue children's materials.

TABLE 4

Circulation Loan Periods

Loan periods	Children's	Adult's
One week	*%	*%
Two weeks	52	51
Three weeks	17	17
Four weeks	30	31
Unascertained	1	1
Total	100%	100%
Number of respondents	363	363

*less than one percent

BUDGET

Respondents were asked to estimate expenditures for children's materials in proportion to the total library budget. Their estimates are reflected in Table 5 which includes estimates of percent of circulation to children during 1979 as well as estimates of percent of the library's total square footage occupied by the children's department. While 39 percent of the libraries indicated children's materials accounted for 40 percent or more of their total circulation, only 16 percent indicate their budgets also reflect this usage and only 17 percent indicate their library's floor space allocation reflects it. Comparisons in the other ranges are even more disparate. There is no statistical relationship between the amount of children's materials circulated and the amount budgeted for children's services or floor space allocated for their use. As Table 5 shows, children's circulation accounts for a sizeable portion of total public library circulation in Wisconsin.

TABLE 5

Comparison of Estimates
Between Children's Circulation, Budget, and Space

Percent of total	Circulation	Budget	Square Footage
10% or less	1%	7%	3%
11 - 20%	2	12	12
21 - 30%	11	27	34
31 - 40%	37	26	28
41 - 50%	24	10	16
51% or more	15	6	1
Unascertained	10	12	6
Total	100%	100%	100%
Number of respondents	363	363	363
Mean	38%	28%	30%
Median	40%	30%	25%

Only nine percent of the libraries indicated the children's services department submitted a separate annual budget, whereas 42 percent said the children's staff had input into the formation, either formally or informally, of the library's total annual budget.

Questions about the types of children's programs led to questions about funding for programming: is there any, is it part of the regular budget, where does it come from, etc. Table 6 shows how much program money is available. Again we need to remember the size of the libraries. Fifty percent either have no funding, did not respond, or did not know if there were funds for programming. The median estimated funding for children's programming -- that point above and below which half the sampling falls -- is only $141.00. In this case, the median is a more significant measurement than the mean or average which is skewed upward by the inclusion of seven respondents whose allocations ranged from $3,900 to $16,000.

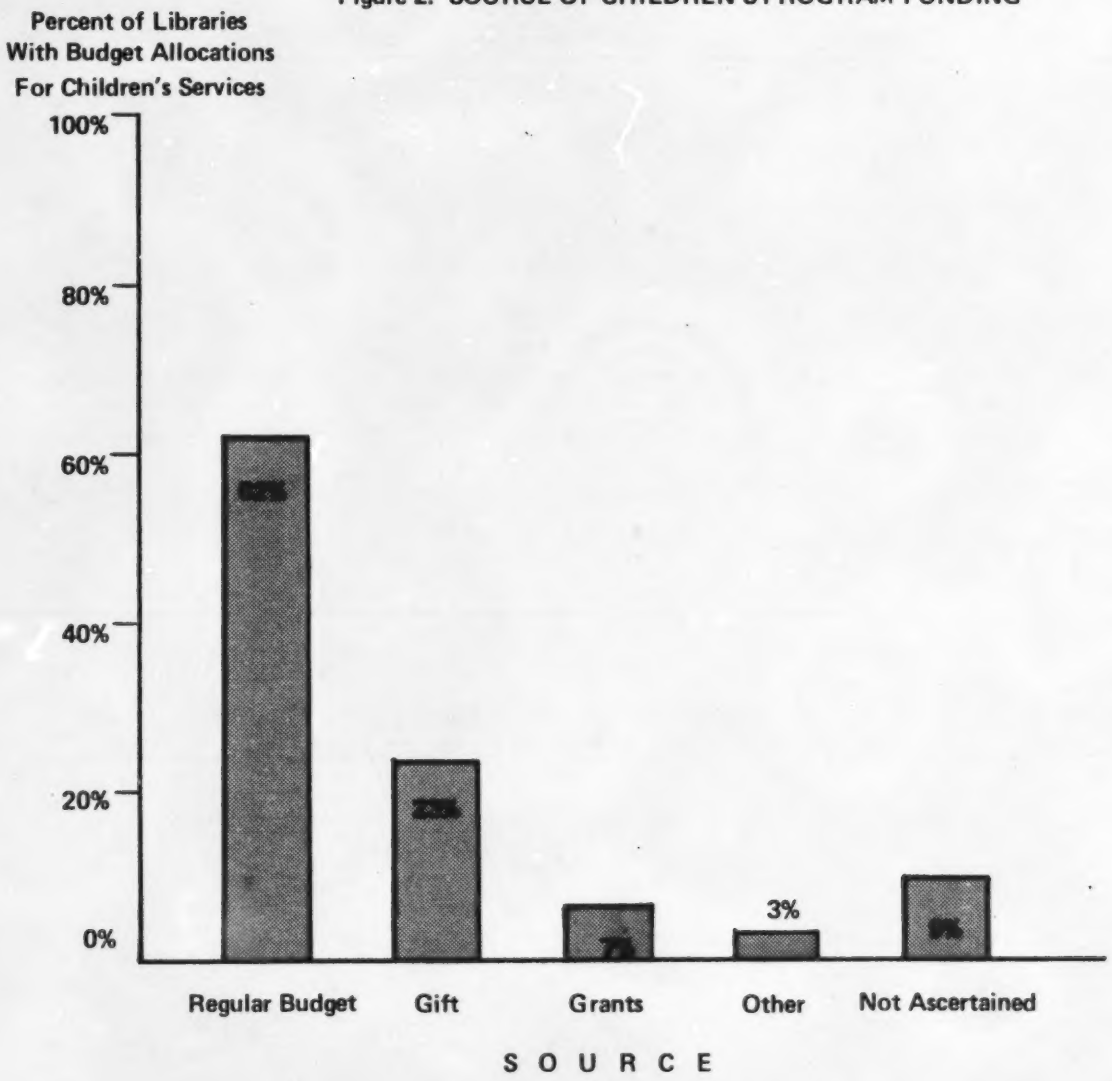
TABLE 6

Approximate Budget Allocation for Children's Programming

Amount	Percent of libraries allocating
Less than $100	10%
$100 - 199	8
$200 - 299	8
$300 - 499	6
$500 - 999	7
$1000 - 1499	4
$1500 - 1999	2
$2000 and up	5
None	24
Don't know	5
Not ascertained	21
Total	100%
Number of respondents	363
Mean	$411
Median	$141

Figure 2, page 23, shows the source of program funding in the 50 percent of the responding libraries which indicated their library had such funds. Half of the responding libraries do not budget separately for children's services. The majority of these libraries budgeted for programming, but another large group used gift funds to finance their programs. Other sources of financing programs mentioned include fine money and system money.

Figure 2. SOURCE OF CHILDREN'S PROGRAM FUNDING



SERVICE

The libraries were asked how many hours per week they were open and how many hours per week their children's area was open. When one considers that 48 percent of the libraries are located in communities of under 2,500 population; 21 percent are in communities of between 2,500 and 10,000; six percent are in communities of 10,000 to 30,000; and six percent are in communities of 30,000 and over; the distribution of hours open compares favorably with the Wisconsin standard recommendations for each size of community. It appears that in the majority of Wisconsin public libraries the children's areas are open whenever the library is open. Only in those libraries open 56 or more hours a week does the data suggest that children's services hours are limited to less than total hours open.

TABLE 7

Comparison of Hours Open
Between Children's Area and Library Hours

Hours open	Library hours	Children's area hours
0-24 hours/week	42%	42%
25-55 hours/week	39	42
56-68 hours/week	15	11
69 or more hours/week	4	3
Not ascertained	*	2
Total	100%	100%
Number of respondents	363	363
+Mean	33	31
++Median	28	28

*less than one-half of one percent

+Mean = Average
++Median = That point above and below which an equal number of a sample falls.

Eighty-nine percent of the responding libraries offer a summer library program. A contributing factor to this high percentage may be the long-standing tradition in Wisconsin of state support for and encouragement of annual summer library programs. Since 1976, the Division for Library Services (state library agency) has coordinated an annual statewide program. A geographically representative committee of children's librarians chooses a theme, critiques the process, and subsequently contributes contents for a resource manual. The Department of Public Instruction then produces low-cost, theme-oriented materials to assist local librarians in carrying out the program. With the development of public library systems, it became customary for system headquarters to consolidate ordering of materials for member libraries and to offer other substantive assistance such as workshops and publicity. Some systems budget for this purpose and donate materials to their member libraries. No pressure is exerted on libraries to use the state theme and materials, and many do not, but Figure 3, page 27, provided by the Division documents the relatively steady increase of materials purchased since the Division began coordinating the program. In 1980, 66,150 Reading Record Folders for recording titles read by Summer Library Program participants were purchased by public and school libraries of Wisconsin. In addition, 15,250 "Read to Me" Record Folders were purchased to enable pre-reader participation. From 1971-75 a statewide summer library program was coordinated by the CLIP, Cooperative Library Information Program. The Milwaukee Public Library has sponsored a summer reading club since 1933.

The majority of Wisconsin libraries also offer storyhours to children. Film shows are the next most popular program. Few other programs are offered. The librarians responded to questions about programs offered as follows:

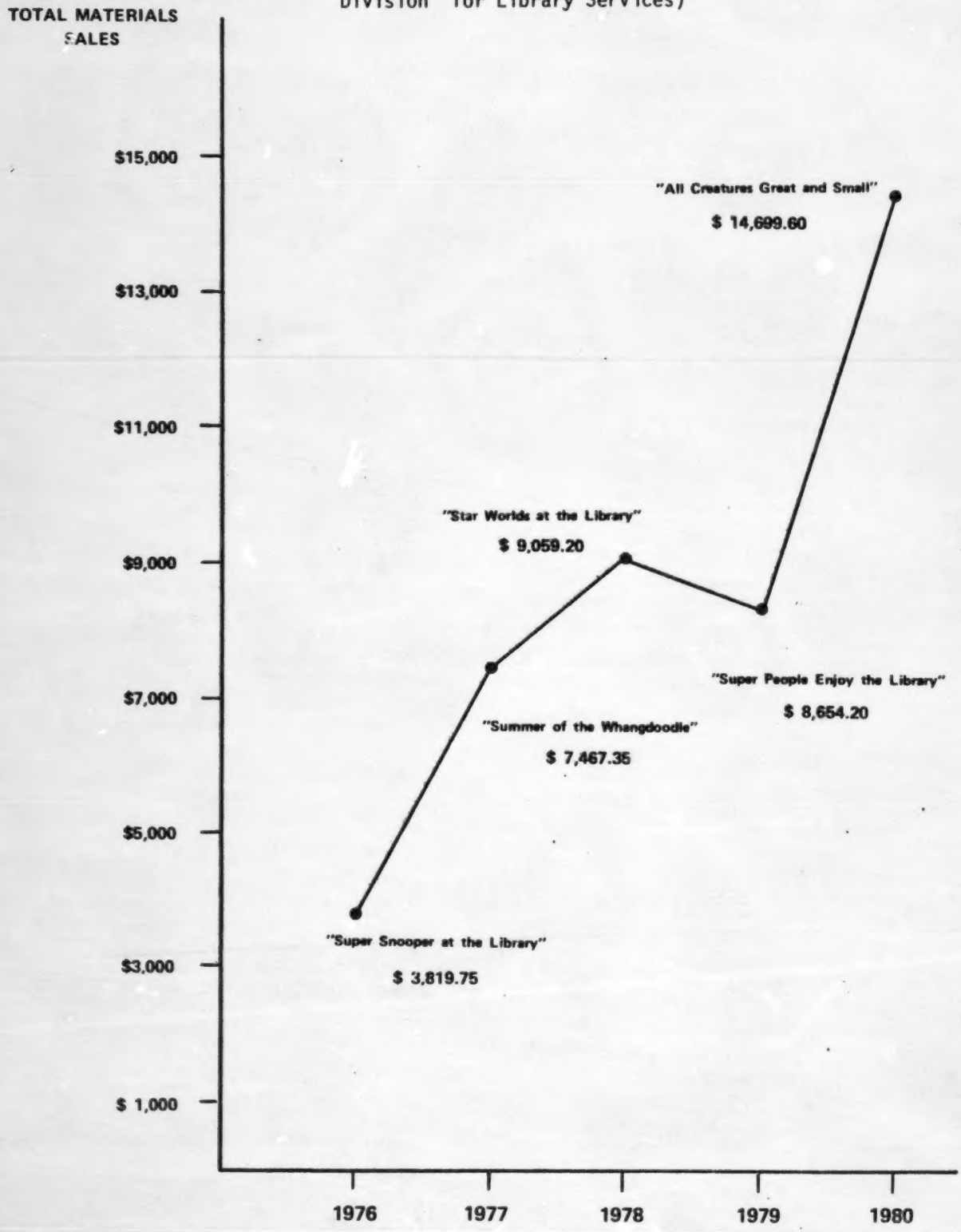
Percent offering program		Type of
Regular	Occasional	Program
89%	21	Summer library program
75	20%	Pre-school story hour
41	37	Film
26	23	School age story hour
15	20	Craft
12	32	Puppet shows
9	17	Family programs
7	19	Guest speaker
4	12	Dramatic events
3	11	Creative dramatics
3	9	Book discussion group
1	4	Drama group
1	8	Authors and illustrators
0	1	Poetry group
4	2	Other

The survey committee wanted to know who the target groups for children's library programs were and found elementary classes were the number one target group with pre-schoolers the second most important target. Special interest programs and target groups demanding specialized staff are almost non-existent. Libraries said the following were their target groups:

Programs		
In-house	Outside	Group
79%	35	Elementary classes
60	21%	Nursery school or day care
30	12	Jr. high or middle school
10	6	Developmentally disabled
7	3	Gifted or talented
6	4	Ethnic minorities
5	2	Other

COMPARATIVE WISCONSIN SUMMER LIBRARY PROGRAM MATERIALS PURCHASE STATISTICS 1976—1980

(Provided as supplementary information to this REPORT by the DPI Division for Library Services)



MATERIALS

Respondents were asked to estimate how much of the children's department budget they spent on various children's materials. Their responses indicated by the mean answer are

Mean percent	Material
54%	New books
8	Replacement copies
6	Paperbacks
4	Records and record/book sets
3	Programming
2	Cassette and cassette/book sets
2	Filmstrips
1	16 and 8 mm film, video, realia, and art prints

New books are the main and in many instances the only purchase by most libraries. Replacement copies rated only eight percent of the librarians' estimated budget. Whether this is actually the situation, or whether many librarians have no conscious program for replacing standard titles and hence do not realize how much they really spend in this area is a question which should, perhaps, be further explored. Six percent of the overall children's department budget is spent for paperbacks. Audio-visual materials beyond phono records have almost no visibility in the librarian's current expenditures. It must be noted in this context that some public library system headquarters or resource libraries maintain and circulate to member libraries rotating or spot-booking collections of 16 mm and 8 mm films, filmstrips, mixed media kits, puppets, toys, etc. The survey questionnaire did not offer respondents any opportunity to record such borrowing. Also, some libraries circulate all audio-visual materials and equipment from a separate department.

Librarians said they circulate many of the items they currently are not buying, however, as Figure 4, page 30, shows. So either their current expenditures reflect reliance on a public library system as a source of supply, possible disenchantment with audio visuals, small collections, budgetary cutbacks, or perhaps previous largess by outside agencies allowed a start-up collection which has not been added to even though the collection still exists.

Table 8, "Public Library System Services and Funding Sources, 1980-81", provided by the Division, which appears on page 31, is illuminating in relation to the above discussion.

Further recently collected information about children's library materials evaluation and selection may be found in Report on the Study of Cooperative Materials Examination Centers for Wisconsin, June, 1978, by Donna Barkman.

Figure 4. TYPES OF MATERIALS CIRCULATED FROM CHILDREN'S AREA

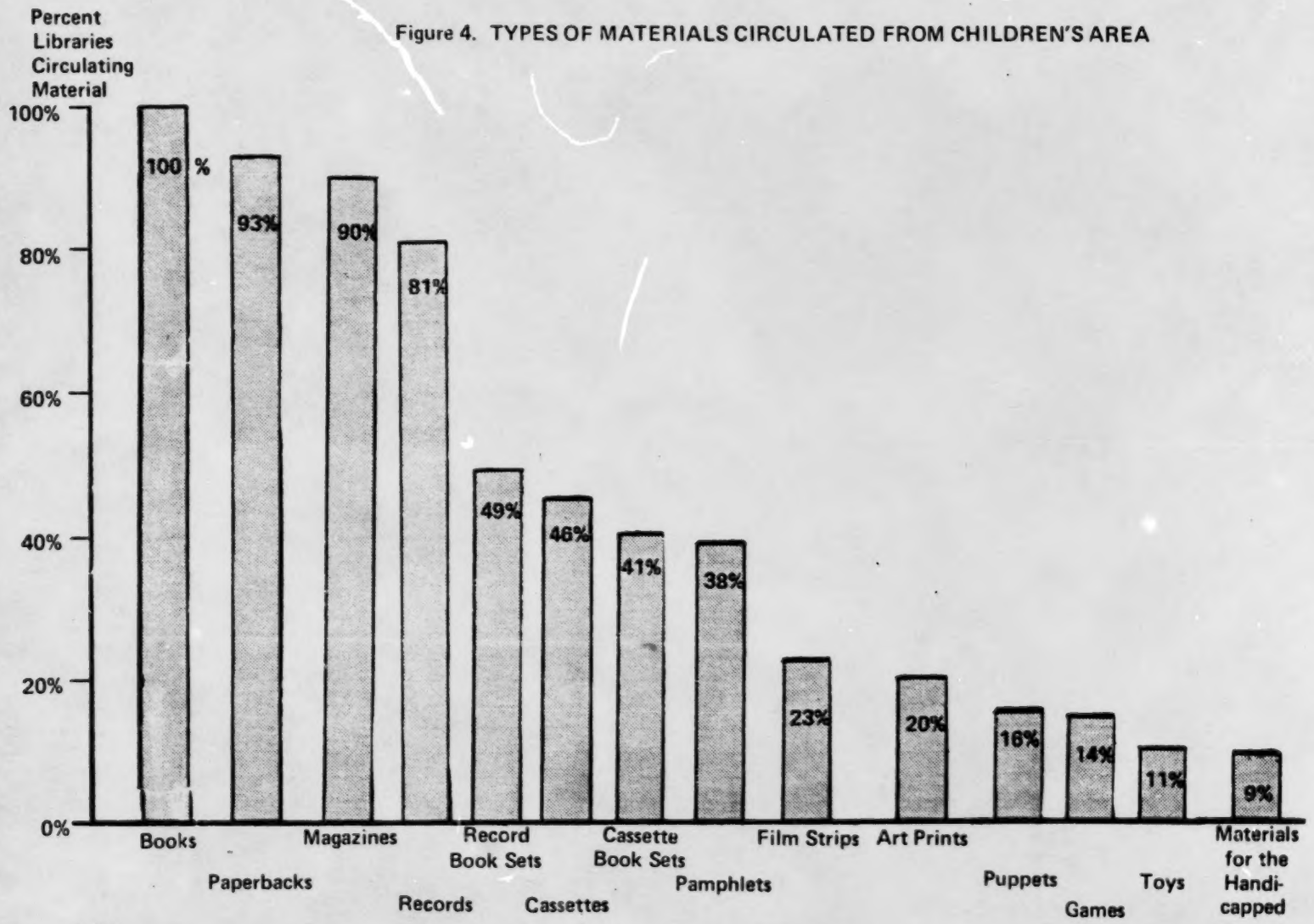


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TABLE 8

(Provided as supplementary information to this REPORT by the DPI Division for Library Services)

PUBLIC LIBRARY SYSTEM SERVICES & FUNDING SOURCES 1980 AND 1981	ARROWHEAD	INDIANHEAD	MANITOWOC-CALUMET	MID-WISCONSIN	MILWAUKEE	NICOLET	NORTHWEST	OUTAGAMIE-WAUPACA	RACINE	SHEBOYGAN	SOUTH-CENTRAL	SOUTHWEST	WINDING RIVERS	WINNEFOX	WIS. VALLEY	KENOSHA	WAUKESHA
Administration	S	S	S	S	S	S	S	S,C	S,C	S,C	S	C,S	S,C	S	S,C	S	S
Provision of Basic Library Services											C						
Payment to libs. for open access	C	C	C	C	C,M	C		C	C	C	C			C	S,C	C	C
Bookmobile					C,L		C,S			S,C	C,S	S,C	S,C	C	C*	C,S	
Books-by-mail	S	S,C	S	C			C,S	S,C	F,S			F	S,C	F	C*		
Serv. to elderly, homebound, deaf, handicapped, institutionalized, etc.	S	S,C,L	S,F	S,F	S,F	S	S,F	S,C	F	S,C,F	S	S,C	S,C	S,F	C,S		
Resource Library service	C	S	S	S	C	S	S	S	S,F	S	S	S	S,C	C,S	S,C	C,S	S
System registration and/or borrower's card				S	S		S,C				S		S,C	S			
Intersystem agreements (open access)	S	*	S,C	*	none		*	S	C	*	S	S	*	S	S	C	
Supplements to Basic Service																	
Purchase of materials & equipment	S	S,F		S,F,L			S,F		S,F	S,F			S,C	S,F	S,C	S,F	S
Grants to libraries		S*		S	S	S				S,C,F	S			S	S		
Rotating collections	S		S	F	S		S	S,C			C,S,F	S	S,C	S,C	S,C		
Audiovisual services	C,S	S,F	S	F,S	S	S	S	S,C	S,F	F	S,F	S,C	S,C	S,F	C,S,L	S,F	
Interlib. loan & ref. referral	C	S	S	S,C	C	S	S	S	S	S,C	S,C	S,C,F	S,C	S	S,C	S	S
Programming		S					S				S				S,F	F	F
Prof. materials purchase & rotation	S						S	S	S			S			S,C		
Tel-A-Story	S																
Coordination																	
Collection development & discount		S		S,F			S	S	S	S	S	S			S		
Technical services centralized																	
System materials					S		S						S,C			S	
All library materials	S,C,L								S			S,C,F,L					
Consulting	S	S	S	S	S	S	S	S	S	S,C	S	S,C	S,C	S	S,C	S	S
Continuing education	S	S	S	S	S	S	S	S	S	S	S	S,C	S	S	S,C,F	S,C	S
Newsletters	S	S	S	S		S	S	S	S	S,C	S	C**	S	S	S,C		
Telephone (credit or payment)	S	S	S	S	S		S			S		S,C	S,C	S	C		
Delivery																	
Mail	S	S				S	S			S		C	S,C	S			
Van	S		S	S	S		S	S,F	S		S,L	**	S,C	S			
Public Information (printing)	S	S		S,F	L			S,C,L	S	S	S	S,L	S		S,C,F		
Multitype Cooperation (contracts coordination)	S	F	F	F	F		S	S		C	S,F	F,C	S,C	F,S	S		
Union lists				F			F				F	F,S			S		
Directories		F		F			F				F				S,C		
Infopass				F							F						
Automation																	
Circulation					S												
Cataloging	S,C,L			S	S	S	F		S			S,F	S,C	S	S		
ILL				S					S	S,C,F							
Film booking					S												
Computer Output Microfiche					S						S						

CODE
S = State
C = County
F = Federal
L = Library
M = Municipal

*Marathon Count

*Oneida, Portag and Taylor Cos

*no reimbursemer involved in agr rents

*selected

**Coop. with CES & intertype ag

**Coop. with CESA

(5/81 REVISED)

Forty-nine percent of the libraries said their library has a definite schedule for withdrawing and re-examining materials for usefulness in the children's area. The related questions of how often do you re-examine material and do you ever weed your collection were not asked.

The survey asked who catalogs and processes children's materials and as Table 9 shows, the majority are done by a centralized processing department. Only eight percent of the libraries relied on pre-processed books despite the number of small libraries that might be expected to economize in this manner. This may be an indication that the central processing services offered by regional systems have filled this need although the survey did not ask who the specific source was.

TABLE 9

Processing and Cataloging of Children's Materials

Source	Percent Using
1. Central processing	60%
2. Children's librarian	16
3. Children's librarian catalogs, other department processes	9
4. Pre-processed books ordered	8
5. 2 and 4	2
6. 1 and 4	1
7. 1 and 2	1
8. Other	1
9. Unascertained	2
Total	100%
Number of respondents	363

PERSONNEL

Table 10 shows that 18 percent of the responding libraries have no separate children's staff, and 31 percent have no children's staff at all. In addition, only 52 of 363 respondents (14%) have a person on the staff whose title indicates specifically that services are offered to children (or youth).

As Table 11 shows, only 21 percent of all libraries responding had master-degreed children's librarians. In view of the fact that children's materials circulation is so strong, one would expect a greater emphasis on trained staff.

TABLE 10

Comparison of Staff Between Total Library Personnel and Children's Area Staff

Number of staff	Staff characteristics					
Library	Full time	Part time	Volum-teer	Federal funded	Student trainee	Other Funding
0 or none checked	23%	14%	81%	77%	95%	90%
1	39	21	5	12	1	4
2	14	24	3	4	0	1
3	6	10	1	2	0	1
4 - 9	10	23	5	1	0	0
10 or more	8	8	0	0	0	0
Unascertained	0	0	4	4	4	4
Total	100%	100%	99%*	100%	100%	100%
Number of respondents	363	363	363	363	363	363
Mean number of staff	3	3.8				
Median	1	1.8				

Children's Area	Full time	Part time	Volunteers and non-local funded
0 or none checked	31%	20%	78%
No separate staff	18	18	0
1	33	28	11
2	8	16	3
3	4	7	2
4 - 9	3	8	2
10 or more	0	0	0
Unascertained	3	3	4
Total	100%	100%	100%
Number of respondents	363	363	363
Mean number of staff	.9	1.5	
Median	1	1	

*does not total 100% due to rounding

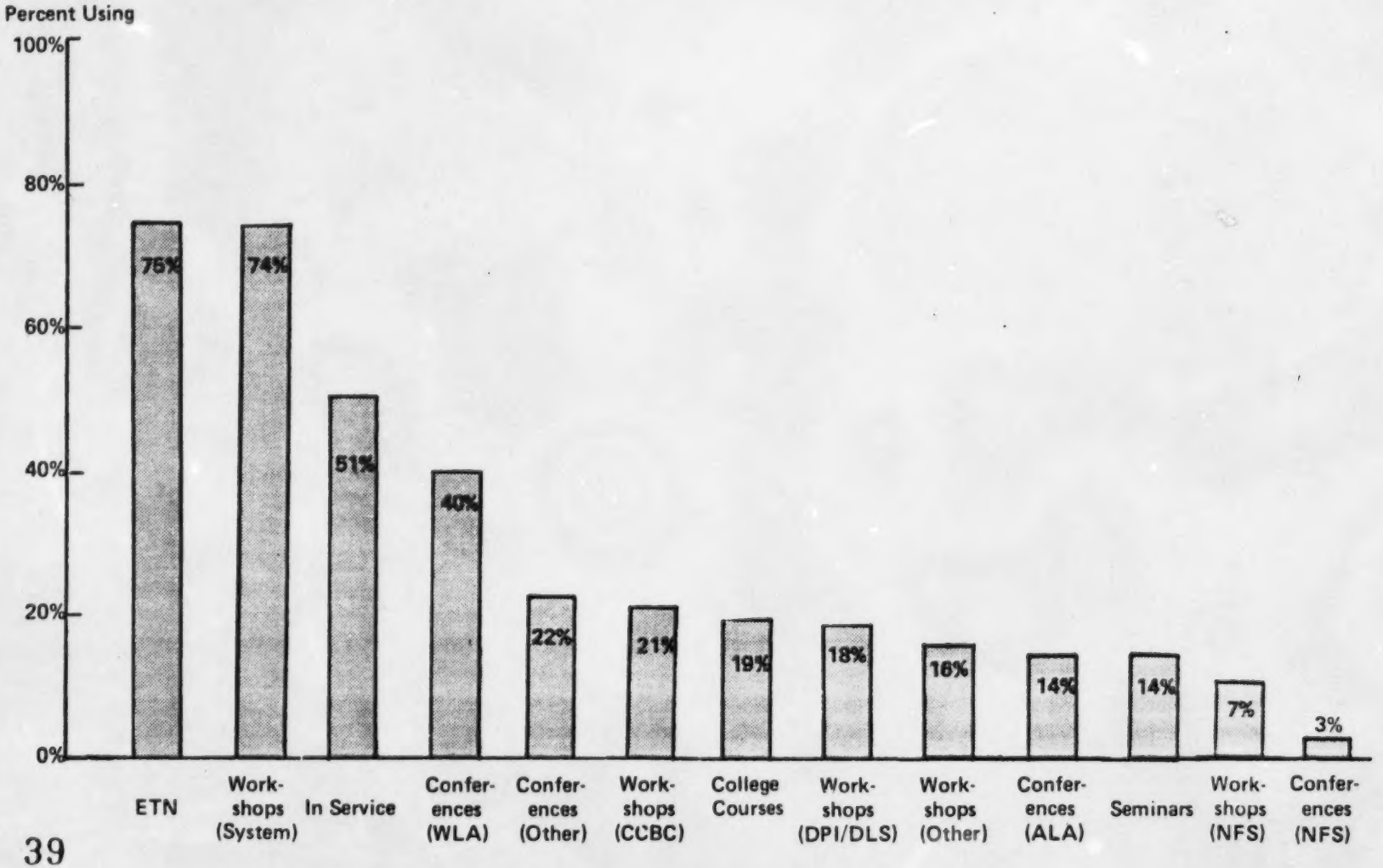
TABLE 11

Educational Levels Attained by Children's Staff

Number on Children's staff	Level: High school or less	Two years college	B.S.	M.S. and up
0	28%	51%	47%	58%
No special children's staff	17	17	17	17
1	30	23	22	14
2	11	4	7	6
3	5	1	2	1
4 or more	5	0	1	0
Not ascertained	4	4	4	4
Total	100%	100%	100%	100%
Number of respondents	363	363	363	363

Continuing education seems popular with all children's library staff with Educational Telephone Network courses being the most frequently used, followed closely by public library system workshops. The survey did not ask the reason for choosing a type of continuing education so there is no way of knowing if ETN's popularity is due to its universal availability, its low cost, its applicable programming, or because many one-person libraries are required to take the A-50 course for certification. Figure 5, page 35, shows the percent of children's staff members who take part in continuing education activities by type of program. Shortage of staff in small libraries and "budget stricken" larger units may also operate against conference and workshop participation, especially beyond the immediate vicinity.

Figure 5. CONTINUING EDUCATION USED BY CHILDREN'S STAFF



NFS = Not further specified.

35

PHYSICAL FACILITIES

The percent of square footage used for children's services more closely reflects the amounts budgeted for children's services than the circulation or the community size. This is a statistically significant relationship. Granted, this question may have caused some difficulty in estimating, because many areas in a library, such as the circulation desk, are shared, but overall it suggests a low priority in assignment of space to children's services in relation to circulation generated thereby.

Eighty-five percent of the libraries circulate all library materials from a central circulation desk. For smaller libraries that need to achieve economies of staff and space, this seems a logical arrangement. Larger libraries may well need separate desks to relieve congestion*. It is also possible that libraries whose children's areas are physically quite separate from the main circulation desk might need a separate circulation desk to meet special needs.

Fifty-seven percent of the children's areas are accessible to patrons in wheel chairs or on crutches indicating a need for renovation or modification if all public libraries are to serve handicapped children.

*P. 164, Libraries Designed for Users, by Nolen Lushington (Gaylord, 1979): "When circulation of children's department exceeds 50,000 per year, you can justify extra staff and space for separate circulation areas for children. Will relieve congestion and give clerical tasks to clerics."

Conclusions

The Wisconsin Children's Services Survey showed the dimensions of children's public library service in the state of Wisconsin in 1980. It brought forth the strengths as well as the weaknesses presently existing.

Children's library service in Wisconsin appears strong in the areas of informational requests, materials access, summer library programming and continuing education for staff.

Most libraries handle children's information requests necessitating interlibrary loan in the same manner as for adults. Over two-thirds make all or most materials accessible regardless of age. At least half have written policies and procedures. Children's library staff are actively involved in continuing education, making heavy use of the educational telephone network and workshops provided by public library systems.

Weaknesses shown by the survey lie in the areas of management, administration and collection development.

One of the major inequities shown by the survey is the lack of proportionate relationship between the percent of children's materials circulated and the budget, staff, and space allotted to them in Wisconsin's public libraries.

About half of the libraries represented involved their children's staff in the crucial areas of library decision making (budget, personnel, goals). However, this still seems a small part in comparison to the circulation children generate -- at least 40 percent in two-fifths of all responding libraries; more than fifty percent in 15 percent of them.

Other factors complicate the relationship between circulation, budget, and staff: the cost of children's books vs. adult books, the varying user age ranges in children's departments from library to library, and the provision of specialized materials, equipment, and services by various public library systems and other related agencies such as the Wisconsin Libraries Film Circuit.

Only a small percentage of budgets is spent on paperbacks, and very few local funds on children's audio-visual materials.

Less than half the libraries have a definite schedule for withdrawing and re-examining materials and this is reflected in the low emphasis placed on buying replacement titles.

About one-third of the libraries still limit the number of items a child may borrow at one time.

Only 47 percent of the children's areas are accessible to the handicapped, indicating a need for monies to help libraries renovate to meet state and federal guidelines for serving the handicapped.

The continuing dilemma of how best to serve young adults remains unsolved as we move into the 1980's. The study indicates no trends and research is needed.

These are but a few of the areas the survey study has pin-pointed for further research, workshops, planning, and aftercare. With the stimulus and interest created by the Yahara Contemplation and its Reprise, the documented needs from this survey, the support of both the Division for Library Services and the children's librarians of the state, children's library services in Wisconsin should be strengthened during the 1980's.

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ADDENDUM

State of Wisconsin \ DEPARTMENT OF PUBLIC INSTRUCTION

Barbara Thompson, Ph. D.
State Superintendent

Dwight M. Stevens, Ph. D.
Deputy State Superintendent

DIVISION FOR LIBRARY SERVICES
W. Lyle Eberhart, Assistant Superintendent
126 Langdon Street
Madison, Wisconsin 53702

April, 1980

Dear Colleague:

A formal, statistical assessment of public library services to children in the State of Wisconsin has never been attempted. What better way to start a new decade--to contribute to your profession and area of specialty in librarianship --than to participate in a statewide survey of services to children?

The idea of meeting such a challenge emerged from a two-day gathering of specialists at a CONTEMPLATION OF CHILDREN'S SERVICES IN PUBLIC LIBRARIES OF WISCONSIN convened by the Division for Library Services in August, 1979. Delegates were chosen to represent libraries of different size and location and for system and non-system affiliation. The enclosed survey instrument resulted from careful deliberations by committee members listed below. Data compiled by the Wisconsin Survey Research Laboratory will be fed back to the committee for interpretation and published and distributed for your use, it is hoped, by early 1981. Confidentiality will be respected.

In completing the questionnaire, we suggest that you work closely with your administrator, your Board, and all personnel who serve children through your library. Thanks in advance for contributing your time to thoughtfully considered and accurate responses, for the digging you may have to do to get at some of them, and for playing an important part in accomplishing a status report.

Let's prove that children's librarians are willing to back this effort 100%!

Sincerely,

Nancy T. Elsmo Catherine Norris

Nancy Elsmo and Catherine Norris, Co-Chairpersons
Wisconsin Children's Services Survey Planning Committee

COMMITTEE MEMBERS: Mary Adams, Mary Elizabeth Ledlie, Curt LeMay, Helen Mabrey, Miriam Marini, Kathy Mitchell, Holly Sanhuber, Kris Adams Wendt

CONSULTANTS: Elizabeth Burr, Susan Griffith, Gertrude Herman, Helen Kreigh

NE:CN:kkb
Enc.

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Reference and Loan Services
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ADDENDUM

Project 1269
April, 1980

University of Wisconsin-Extension
Wisconsin Survey Research Laboratory

CHILDREN'S LIBRARY SERVICES

TITLE AND NAME OF RESPONDENT: _____ (TITLE), _____ (NAME)

1. How many hours in an average week is:

   A. the library open to the public? _____# Hours

   B. the children's area open? _____# Hours

2. How many full and part time staff members does your library have?

   _____# Full time _____# Part time

3. How many of your library's full and part time staff members are assigned to the children's department?

   _____# Full time _____# Part time

4. How many of all your staff members are volunteers or are funded by non-library sources?

   ___None (GO TO Q 5) ___# Volunteers ___# Federally funded ___# Practicum or student trainees ___# Funded by other non-library sources

   4a. How many--if any--of these volunteers and staff members funded by non-library sources are assigned to the children's department?

   _____# In children's department

5. Check each of these means of continuing education that are used by your staff members. (CHECK ALL THAT APPLY)

   ____In-service training (e.g., staff and in-house meetings)

   ____ETN courses

   ____Conferences: ____ALA ____WLA ____Other

   ____Workshops: ____System ____DPI/DLS ____CCBC ____Other

   ____College courses

   ____Seminars

   ____None of these

6. Would you say your library does or does not actively encourage staff members to seek continuing education credits?

____Encourages ____Does not encourage ____Depends

7. Please indicate the number of your children's department staff members who are at each of these formal educational levels.

#	Educational Level
_____	High school diploma or less
_____	Two-year college or technical degree
_____	Bachelor's degree
_____	Masters degree or more

8. Just estimating, what percentage of the children's department staff time is spent in answering adult reference questions?

_____%

9. Are any of the children's services staff members also involved in programming for adults?

_____Yes _____No

10. Are any of the adult services staff members also involved in programming for children?

_____Yes _____No

11. Using the total number of square feet in your library as 100%, estimate the percentage of the total that is devoted to children's services.

_____% For children's services

12. What percentage of the library's total circulation for last year is represented by materials from the children's area?

_____% of total from children's area

13. Does a child in a wheel chair or on crutches have access to the children's area without assistance from others?

_____Yes _____No

14. Is a special library card issued to children? _____Yes _____No

15. Does your library issue a different card for children than for adults?

____Yes ____Issue one card for all SKIP TO QUESTION 16. ____No card issued to anyone SKIP TO QUESTION 16.

15a. At what age is the child's card issued? _____

15b. At what age is the adult's card issued? _____

16. Is there a maximum number of materials that any one child can circulate from the children's area?

_____Yes _____No

17. What is the length of the loan period for the majority of materials circulated from the children's area?

_____# Weeks, or _____

18. Are materials circulated from the children's area renewed? _____Yes _____No

19. Do you process children's information requests on interlibrary loan the same way that adult's requests are processed?

____Yes, same ____No. Children's are processed differently

20. Is a fine charged for overdue materials from the children's area?

_____Yes _____No

21. Is there a maximum number of materials that any one adult can circulate?

_____Yes _____No

22. What is the length of the loan period for the majority of materials circulated to adults?

_____# Weeks, or _____

23. How are <u>most</u> of your children's materials catalogued and processed? (CHECK ONE)

_____Central processing

_____Children's librarian catalogues and processes

_____Children's librarian catalogues, other department processes

_____Pre-processed books are ordered

24. When--if ever--are your library's adult materials available to children? (CHECK ALL THAT APPLY)

_____Never

_____Through a pass given by the children's department

_____Through an adult card issued with parental consent

_____All or most materials open to all ages

_____Other (SPECIFY): _____

25. What types of books--if any--are not available to children?

_____None, or _____

26. Where are children's materials listed? (CHECK ALL THAT APPLY)

____Centralized data bank ____Union shelf list in system headquarters ____Other: _____

_____

27. From what location are the children's materials circulated?

_____From central circulation desk

_____From separate desk in children's area

_____Other (SPECIFY): _____

28. Where are the children's materials located in your library? (CHECK ALL THAT APPLY)

_____Separate collection in a room with other materials

_____Separate collection in its own room

_____All children's materials intershelved with adult materials

_____All children's fiction intershelved with adult fiction

_____All children's non-fiction intershelved with adult non-fiction

_____Other (SPECIFY): _____

29. What types of materials in the children's area are circulated? (CHECK ALL THAT APPLY)

_____Books
_____Magazines
_____Records
_____Paperbacks
_____Cassette tapes
_____Cassette-book sets
_____Record-book sets
_____Films, 8mm.
_____Films, 16mm.
_____Puppets
_____Flannel boards
_____Filmstrips
_____Toys
_____Hardware
_____Art prints and posters
_____Pamphlets
_____Picture file
_____Materials for the handicapped (e.g., blind, deaf)
_____Games
_____Videotapes

30. What is the designated user age range for the materials located in the children's services area?

_____6th grade or less
_____7th grade or less
_____8th grade or less
_____Other (SPECIFY): _____

31. Is there a separate collection for "Young Adult" materials, and--if so--where is it located?

____No separate "Young Adult" collection
____Yes: housed in the Adult area
____Yes: housed in the Children's area
____Yes: housed in a separate area

32. Is there a definite schedule of withdrawing and re-examining materials for usefulness in the children's area?

_____Yes _____No

33. As an estimate, what percentage of the total library budget is used for children's materials and services?

_____% of total for children

34. Is a separate budget submitted annually by the staff member in charge of children's services?

_____Yes _____No

35. Taking the children's services budget as 100%, what percentages of this total are spent on each of the following? (Your best guess will be fine, and your figures need not total to 100%.)

%	Items	%	Items
_____	New book titles	_____	Filmstrips
_____	Replacements	_____	Videotapes
_____	Records, record-book sets	_____	Paperbacks
_____	Cassettes, cassette-book sets	_____	Films, 8mm.
_____	Realia (toys, games, etc.)	_____	Films, 16mm.
_____	Programming and publicity	_____	Art prints and posters

36. Just approximately, how much money in your current budget is allocated for children's programming?

___None, or $_____

36a. What is the source of this money? (CHECK ALL THAT APPLY)

_____Regular library budget

_____Gifts from individuals, foundations, or organizations

_____Government grants, title programs, etc.

_____Other (SPECIFY): _____

37. What kinds of children's programs does your library offer on a regular basis? (CHECK ALL THAT APPLY)

_____Pre-school story hours

_____School age story hours

_____Film programs

_____Summer library program

_____Craft programs

_____Dramatic events

_____Creative dramatics

_____Puppet shows

_____Book discussion group

_____Drama group

_____Poetry group

_____Guest speaker

_____Authors and illustrators

_____Family programs

_____Other (SPECIFY): _____

_____

38. What kinds of children's programs does your library offer occasionally? (CHECK ALL THAT APPLY)

_____Pre-school story hours

_____School age story hours

_____Film programs

_____Summer library programs

_____Craft programs

_____Dramatic events

_____Creative dramatics

_____Puppet shows

_____Book discussion groups

_____Drama group

_____Poetry group

_____Guest speakers

_____Authors and illustrators

_____Family programs

_____Other (SPECIFY): _____

_____

39. What kinds of groups do you target for through children's programming done in the library? (CHECK ALL THAT APPLY)

_____Nursery schools or day care centers

_____Elementary school classes

_____Junior high or middle school classes

_____Gifted and talented children

_____Developmentally disabled children

_____Ethnic minorities

_____Other target children's groups (SPECIFY): _____

40. What kinds of groups do you target for through children's programming done outside the library? (CHECK ALL THAT APPLY)

_____Nursery schools or day care centers

_____Elementary school classes

_____Junior high or middle school classes

_____Gifted and talented children

_____Developmentally disabled children

_____Ethnic minorities

_____Other target children's groups (SPECIFY): _____

41. What kind of written policy statements does the children's services department have?

___None ___Statements written for the entire library ___Statements written for the children's department

41a. How often are these policy statements reviewed?

___Annually ___Other (SPECIFY): _____

42. What kinds of written procedural guidelines does the children's department have?

___None ___Guidelines for the entire library ___Guidelines for the children's department

42a. How often are these procedural guidelines reviewed?

___Annually ___Other (SPECIFY): _____

43. In which of these aspects of library policy making is the head of the children's services department involved either formally or informally? (CHECK ALL THAT APPLY)

_____Personnel _____Budget

_____Goals and objectives _____Other (SPECIFY): _____

_____Evaluations _____None. Children's head not involved

44. Is a separate report on children's services prepared annually?

_____Yes _____No

45. Does the children's services department have a long range goals and objectives plan?

_____Yes _____No

THANK YOU. PLEASE RETURN THE ENCLOSED QUESTIONNAIRE IN THE SELF-ADDRESSED AND POSTAGE-PAID ENVELOPE PROVIDED TO THE WISCONSIN SURVEY RESEARCH LABORATORY, UNIVERSITY OF WISCONSIN-EXTENSION, 432 NORTH LAKE STREET, MADISON, WI 53706.